



Clerk's Report –September 2026 Holbrook Parish Council

Training/Meetings attended:

Tips on how to read a planning application – Scribe
Practitioners Guide and preparing for Audit – SALC
Scribe Annual Conference for Clerks

Anglian Water: we still at the time of writing haven't managed to secure a meeting with Anglian Water re the road closure at the RHS. Cllr Reid has supplied up to date information. Stutton PC have requested to join us at any meeting planned. There has been extensive correspondence and consultation with AW about the potential road closure.

Invoice for Emptying Refuse and Dog Bins: we have finally received confirmation of the correct figure for the annual charge. An invoice is still awaited. The figure is included in the Agenda so that it can be approved pending receipt of the corrected agenda.

Insurance: I have been pursuing quotes for the renewal of our insurance (excepting the pavilion which is separately insured). We have had a quote from CAS (Ansvar) which has only increased marginally from last year, although the quote may increase as a result of with the wage increases. Zurich have telephoned me to say they cannot provide a competitive quote – their quote would be 3 times more than Ansvar's. I have just received a response from Clear Councils to say they are unable to provide a quote this year but hope that we will contact them again in the future. In the circumstances, council will be asked to accept the quote from CAS (including any minimum increase due to the increase in payroll) The total amount of the premium is below the threshold requiring 3 separate quotations – although we have tried! I have also asked the question about insurance for the Alton Green pond and am awaiting their answer.

Alton Green Pond: on the subject of the pond, we should consider incorporating budgeted maintenance for the pond into a management plan for Alton Green. I can't find a record of a management plan for the Green, although we have certainly discussed it in Council meetings. Currently we are awaiting advice about the protection of wildlife from Suffolk Coasts and Heaths before work is carried out at the pond. It looks as though we may need to employ someone with a digger to remove some of the silt and weeds. Last time work was carried out a local farmer very kindly removed the silt free of charge. Apparently this removal by a contractor can be very expensive (£4,000 - £7,000). I have spoken to a landscape company who have suggested that we might be able to encourage a local farmer to undertake the both the clearance and the removal of debris. I will contact some local farmers to see if they might be able to help us out.

Signage for the Playground/Exercise Equipment: I am looking into signage for the equipment at the Reade Field. You will remember that the inspection report said that signage should be included for the play equipment and the adult exercise equipment giving details of where to report any incidents, etc. I did laminate two notices which were both removed within a week of putting them up. I have contacted a couple of companies and have had one reply. I need send them details of size, exact wording etc. before a quote can be prepared.

Dog fouling: the Community Caretaker has said she has noticed an increase in dog fouling on both the Reade Field and around the village. Another plea in the Parish Papers? We could purchase some adhesive labels to put around the field and in certain parts of the village if that is considered appropriate/helpful.

SALC Super Forum: I am intending to attend the super forum on Thursday 17th September

Councillor Recruitment: we now have some possible candidates – but we need more! We have received confirmation from Babergh Elections that the statutory time has elapsed and no election has been called, so we can go ahead and co-opt for our latest vacancy.

Parish Papers: a note is being put in the PPs about applying for a grant from HPC – if you know of any organisation who might wish to apply, please direct them to the website.

Grit Bins: I have purchased two bags of salt/grit for the bin at Berners Field.

Fly tipping: The Community Caretaker has reported several incidents of fly tipping – most of which have now been removed. There has been a lot of rubbish emanating from some work done on Clench Road by contractors. The Community Caretaker has requested a fly tipping trolley. The one they have identified is £149.99, which is a bit over our budget for CC equipment/resources. They are looking into alternative options.

Accessible gate: the gate at the Reade Road end is now reverberating on closure. The neighbour has put padding on the point of contact to minimise the noise, although the reverberation seems to be happening at the hinge side of the gate.

Summary of some Key Emails forwarded to full council :

Subject	Date forwarded
Proposed Wind Turbine at Ipswich Docks	18 th August
SALC – invitation to Super Forum	20 th August
Information about Electrical Safety Fund	25 th August
SALC News Bulletin	26 th August
Babergh DC Parish Council Liaison Mtg slides	28 th August
NALC – Area Flooding Project	28 th August
Latest PCC Update	29 th August
NALC – Chief Executive Bulletin (various)	3 rd September
Invitation to 2026 Funding Summit for Babergh	4 th September
Local Government Re-organisation update from SALC	7 th September
Update on local NSIPs	7 th September
Latest News from Suffolk & Essex Coast & Heaths National Landscapes	8 th September
Statements from Babergh re Government review of LGR	8 th September
Babergh – CIL draft Charging Schedule examination	9 th September
NALC events	9 th September
Suffolk EP Passenger Group – change of meeting time	9 th September
Parish & Police Forum Agenda	14 th September
Reminder about Funding Summit	14 th September
Planning briefing – updates to NPFF training 19 th October	15 th September